

DRC HAS ZERO TOLERANCE FOR SEXUAL HARASSMENT, EXPLOITATION AND ABUSE



This brief is about DRC's position and actions concerning sexual harassment, sexual exploitation and abuse. DRC staff have the right and obligation to report any claims and suspicions related to sexual misconduct by our staff members or partners through the DRC [Code of Conduct Reporting Mechanism](#).

Zero Tolerance Tone from the Top

In both HQ and Field, DRC management is responsible for creating and maintaining an environment that prevents sexual misconduct. Management shall take appropriate measures for this purpose, including awareness training regarding the Code of Conduct and combatting sexual harassment, sexual exploitation and establishment of a reporting mechanism in all operations.

DRC is in full agreement with the United Nations [zero tolerance policy](#) relating to sexual exploitation and abuse. These violations constitute acts of serious misconduct and are therefore grounds for disciplinary measures up to and including summary dismissal.

What does the Code of Conduct say about Sexual Harassment, Sexual Exploitation and Abuse

DRC Code of Conduct sections 3.7 forbid [sexual exploitation and abuse](#):

3.7.4: I will not engage in sexual activity with children under the age of 18. [...]

3.7.5: I will not engage in sexual exploitation or abuse of persons of concern, and I have a particular duty of care towards women and children.

3.7.6: I will neither solicit nor engage in commercial exchange of sexual services as such relationships may undermine the credibility and the image of the Humanitarian Sector and of DRC.

3.7.7: I am aware the DRC strongly discourages sexual relationships between its staff and persons of concern [...].

DRC Code of Conduct sections 3.9 forbid [sexual harassment](#):

3.9.1: I will not engage in or tolerate any form of harassment in the workplace, including sexual harassment and abuse of power.

3.9.3: I recognise that there is an inherent conflict of interest and potential abuse of power in having intimate and sexual relations with staff under my supervision. [...] Should I find myself in such a relationship, I will resolve this conflict of interest without delay.

What does DRC do to prevent Sexual Harassment, Sexual Exploitation and Abuse?

An important part of DRC's Code of Conduct's drive to raise awareness is encapsulated in the latest short films produced to highlight SHEA, among other forms of serious misconduct. Use the following link to view the films: <https://insite.drc.dk/en/>

The films are intended for all Country Operations to use actively during the onboarding of new staff, training existing staff, and to foster dialogue and

SEXUAL HARASSMENT

Any unwelcome sexual advance, request for sexual favour, verbal or physical conduct or gesture of a sexual nature, or any other behaviour of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation to another. Sexual harassment may occur when it interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive environment. It can include a single incident or a series of incidents. Sexual harassment may be deliberate, unsolicited and coercive. Both male and female colleagues can either be the victim or offender. Sexual harassment may also occur outside the workplace and/or outside working hours.

SEXUAL EXPLOITATION

Any actual or attempted abuse of position of vulnerability, differential power or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. Both male and female persons can either be the victim or offender.

SEXUAL ABUSE

The actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions. All sexual activity with a minor is considered sexual abuse. Both male and female persons can either be the victim or offender.

RESOURCES TO IMPROVE LOCAL PREVENTION OF SEXUAL MISCONDUCT

PSEA TASK FORCE

DRC's Code of Conduct Advisor has joined the UN Inter Agency Standing Committee (IASC) Task Force on the Protection from Sexual Exploitation and Abuse (PSEA). The IASC has done a lot of work raising awareness about accountability to affected populations (AAP) and PSEA. You can learn more about the work of the PSEA Task Force by following this link:

<http://www.pseatastaskforce.org/>

WANT TO KNOW MORE?

If you want to know more about DRC's policy, actions and response capacity, please contact the Code of Conduct Team in HQ or your local accountability focal point. HQ contacts:

- Global Code of Conduct Registrar and Advisor: jonathan.martin@drc.dk
- Global Accountability Advisor: mette.marie.honore@drc.dk
- Head of Risk & Compliance: mia.neumann@drc.dk

WANT TO FILE A REPORT OR COMPLAINT?

Go to: [Code of Conduct Reporting Mechanism](#)

Or write to: c.o.conduct@drc.dk

DRC is strongly committed to the fight against sexual misconduct.

awareness raising. The films can also be used to inform partners and other stakeholders about DRC's policies and procedures when it comes to serious misconduct. New onboarding checklists for managers have been developed by HR. You can find them [here](#).

Code of Conduct Training in the Onboarding of New Staff

Managers are responsible for ensuring that new employees are properly onboarded into DRC. During onboarding, new staff are presented with the Code of Conduct along with their contract. The Code of Conduct is shared in writing as well as in a four-minute video which explains the basics of what standard of behaviour the Code of Conduct sets for DRC staff.

Training in HQ and Field

The global Code of Conduct Team conducts training in Country Operations upon need or request from management. Five such training courses have taken place in 2017. The topic of sexual harassment, sexual exploitation and abuse is thematically included in the training as part of explaining what is considered serious sexual misconduct. More is planned for 2018.

Code of Conduct training is part of the HQ induction for new management staff in the Field, and is held 4 times a year. Country and regional accountability focal points, HR consultants and managers frequently provide training with the aim of raising awareness about the Code of Conduct, the rights, obligations and possibilities to report serious misconduct, and the expected standards of behaviour for DRC staff.

Complaints and Investigations

DRC has had a complaint procedure since 2009 to address serious misconduct by staff as defined in the Code of Conduct. DRC added detailed guidelines for the conduct of administrative investigations into such complaints in 2013. The investigation guidelines set standards for due process, protection of confidentiality, and burden of proof for the investigation into all serious misconduct allegations.

All operations have mechanisms by which any stakeholder can file reports if they suspect or experience sexual harassment, sexual exploitation and abuse by DRC staff or partners. These mechanisms ensure confidentiality of the victim and reporting person. By using the reporting mechanism claims are investigated according to DRC standards, and if proven, sanctioned accordingly.

Tracking and Learning

DRC realised based on case reviews in 2015 that sexual harassment, sexual exploitation and abuse is most likely underreported in the organisation. Senior management was alerted to this and agreed to an increased focus on prevention and awareness raising. Training courses and communications over the course of 2016 and 2017 about the Code of Conduct have included sexual harassment, sexual exploitation and abuse as a specific topic, and dedicated training courses have been developed. In addition, HQ investigation staff are trained specifically in the handling of investigation of such cases.

Sexual Harassment, Sexual Exploitation and Abuse cases Reported to DRC

The Code of Conduct reporting structure has recorded and processed 8 claims of sexual misconduct in 2015, 17 in 2016, and 41 so far in 2017.